

SAN JOAQUIN COUNTY CHILDREN AND FAMILIES COMMISSION

----- MEETING SUMMARY -----

*Public Health Auditorium
1601 East Hazelton Avenue
Stockton, CA 95205*

Thursday, February 14, 2002 – 7:00 a.m.

Approved March 14, 2002

1. Commencement of Meeting

Meeting was called to order by Chair Mitchell at 7:06 a.m.

Roll Call: Commissioners Adubofour, de Polo, Dei Rossi, Gutierrez, Vera, Fujii and Chair Mitchell were present. Commissioners Flenoy-Kelley and Snider were excused.

2. Approval of Meeting Summary of January 10, 2002

Motion: Adopt the Meeting Summary for January 10, 2002 (Fujii/Gutierrez motion carried 7-0)

3. Program Coordinator's Report

Highlights included:

- Family Resource and Referral Center paper work was received this week and the contract is in negotiations and will go before the Board of Supervisors in March.
- Response to the request for scope of work for the Data Warehouse Feasibility Study has been very encouraging.
- Home Visiting Coordinating Council is enjoying word of mouth exposure and now the trainings to meet some of the home visitation provider needs are being set up.
- Kits for New Parents; customization items are now complete the kits will include zippered logo tote bags, a local tri-fold resource guide and a sticker that identifies us for the outside of the box.
- CS&O now has hired staff for their project, the kick-off will be on February 20th.
- Collaboration has begun with the women's center on a Funders Fair for our county

The Commission was shown the PowerPoint presentation that will be used for providing information to different community based organizations and outreach to the public. It was suggested that a slide that lists all our funded programs be added to the presentation.

PC updated the Commission on the direction the Association (what ever those initials are) is taking and that the State Commission is taking a more focused approach for funding.

4. Approve Request for Proposal (RFP) for Technical Assistance Training

PC provided an overview of the RFP to the Commission highlighting changes that are more targeted and specific as to expectations from the trainers.

Motion: Approve Request for Proposal (RFP) for Technical Assistance Training (Vera/Gutierrez; motion carried 7-0)

5. Approve Request for Proposal (RFP) for Third Round of Funding and Allocate Funds for Planning Grants and Allocate Funds for Direct Services for Parent Skills and Child Health Discussion included clarification on the concept of planning grants and the need to set aside funding for the implementation of the grants. Review of the options presented culminated in accepting Option #4 with a line from Option #3, "cite a few specific projects for which the Commission wants to fund planning grants.

Motion: Accept option #4 "Only fund planning grants under one initiative; improving service system responsiveness. Make this funding available at this time. Cite a few specific projects for which the Commission wants to fund planning grants; mostly applicants will define their own." with the planning committee making specific recommendations and bringing those recommendations back to the Commission. (Fujii/Gutierrez; motion carried 7-0)

Nadya Dabby from Harder + Co. provided an overview of the funding options for the third round of Request for Proposals with clarification that dollar amounts can be modified as the need may arise. The allocation options as presented reflect the Commission's decisions for the spending plan. The Commission discussed the need to be focused versus a more scattered approach to funding. on option #6 "Release it all now (\$6,000,000 parent skills and \$3,000,000 child health), including planning grants for system integration ideas. Assess in 6 months if want to use trust fund for smaller RFPs in following 2 years

Motion: Adopt option #6 release funds now for \$6,000,000 parent skills and \$3,000,000 child health with planning grants funded as adopted above, assess in 6 months if want to use trust fund for smaller RFPs in following 2 years. (Dei Rossi/de Polo, motion carried 7-0)

Program Coordinator outlined the Round 3 RFP Draft, highlighting improvements made from the last RFP. Commissioner Vera left the meeting at 8:11 am.

Motion; Adopt round three RFP in concept with staff directed to finalize details. (Gutierrez/Adubofour; motion carried 6-0)

6. Amend Commission Budget to Include \$245,765 for Harder + Co. and \$60,000 for the Technical Assistance Training Proposal

Motion: Amend Commission Budget to Include \$245,765 for Harder + Co. and \$60,000 for the Technical Assistance Training Proposal (Adubofour/Gutierrez; motion carried 6-0)

7. Approve Extension of Harder + Co.'s Contract for Evaluation Services

The Commission extended gratitude to Harder + Co. staff for a job well done.

*Motion: Approve Extension of Harder + Co.'s Contract for Evaluation Services
(Gutierrez/Dei Rossi; motion carried 6-0)*

8. Committee and Advisory Board Reports

- a. School Readiness – Commissioner Dei Rossi reported that a positive side affect is more community awareness of what services are available and increased dialog between providers and schools. They have received 23 Letters Of Intent with a plan to fund 8 proposals. Facilities availability and tight timeline are concerns and the committee is pleased with Lois Lang's efforts to address these concerns. The Commissioners were given the scoring guidelines for the proposals.
- b. Planning – Chair Mitchell reported that the results of the committee meeting were presented to the Commission on today's agenda concerning the RFP. Discussion on narrowing our funding target and child care issues are on going. The Planning Committee is meeting regularly on the 4th Wednesday of the month at the program office.
- c. Marketing and Media – Commissioner de Polo reported that at the last meeting they were able to define tasks and continued to finalize plans for the Kits for New Parents Kick-Off. Questions from the Commission included dressing up our website and funding for other websites for our service providers which will be added to the next committee meeting agenda.

9. Lois Lang Presentation on School Readiness

Presentation included an overview of current events on the state level, the scoring process for the current proposals, and the successful efforts to facilitate pairing up between schools and community based organizations to provide broader services.

10. Harder + Co. Quarterly Evaluation Update Report

Pablo Stansbury with Harder + Co. provided an overview of the evaluation tools, how those tools will be used and the information that will be collected from them.

11. Public Comments

12. Commissioner Comments

13. Adjournment to **March 14, 2002, 7:00 a.m., Public Health Auditorium, 1601 Hazelton Ave, Stockton, CA**